

BOARD OF DIRECTORS

Klickitat County Emergency Medical Services District No. 1

August 26, 2021 – 3:00 p.m.

REGULAR MEETING MINUTES

A regular meeting of the Klickitat County Emergency Medical Services District No. 1 (KCEMSD1) Board of Directors was held on Thursday, August 26, 2021, at 3:00 pm via virtual attendance on the Zoom Meeting app. Chuck Virts was the presiding officer. A quorum was present including, Director JJ McCray, Director Heiko Stopsack, Director Tony Gilmer, and Director Leslie Hiebert. All Directors noted they were able to hear and be heard over Zoom conferencing.

Also present: William Harryman, EMS Chief; Erika Cooper, Finance Administrator; Nate Herbeck and Suzanne Gilmer, EMS Services. Garrett Gfeller, Dingus, Zarecore & Associates, LLC.

CALL TO ORDER

Director Virts called the meeting to order at 3:05 pm.

APPROVAL OF AGENDA & CONFLICT OF INTEREST DISCLOSURE

Director Stopsack made a motion to approve the agenda. The motion was seconded by Director McCray. The motion carried unanimously.

Director Virts continued by requesting disclosure from the Directors of any conflict of interest with items on the agenda. All Directors present noted that they had no conflict of interest.

BUSINESS FROM AUDIENCE

None noted.

CORRESPONDENCE

Erika presented Enduris insurance renewal invoice for \$46,799 that needs board approval. Director Stopsack motioned for approval, Director McCray seconded the motion, the motion carried unanimously.

CONSENT AGENDA ITEMS

Director Gilmer moved to approve the Regular Meeting Minutes from July 22, 2021, for this month. Also, to approve; July Accounts Payable in the amount of \$72,232.01, Electronic Transfers in the amount of \$101,529.39, Bad Debt in the amount of \$70,825.16, and Charity Care in the amount of \$0. The motion was seconded by Director Stopsack. The motion carried unanimously.

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ADMINISTRATIVE REPORTS

Chief of EMS Operations Report

COVID – The district had an employee that had to go home due to COVID. Chief Harryman is enforcing mask wearing at all times.

2022 Budget – The areas of concern are fuel, wages, and benefits.

Staffing – Staffing is an issue. Jeff took another job. The district currently has two people out on extended vacations and one out due to COVID for 10 days. Chief Harryman has one full time medic hired but he has an issue to take care of before he begins work. Chief Harryman just interviewed another medic but we cannot match the wage he wants. He will work part time and be oriented. Nick Bryan will come back to work per diem.

Negotiations – Negotiations are going well and should be done with a total of five meetings. Our next meeting is October 1.

Vehicle Report

The vehicle report was provided.

Data/Run Report

The run report was provided.

Financial Report

Erika reviewed the July 2021 financials. The district received \$23,760.37 in timber tax. The district had \$83k net revenue over expense this month. Garrett Gfeller reviewed the audited financials with the board. He stated we received the best result you can get from an audit. The auditors proposed an adjustment for yearend payroll accrual that was missed previously and it was corrected.

CONTINUING BUSINESS

- **KCIFA Report** – No update currently.
- **Union Local Report** – Next meeting is October 1. Things are moving along well.
- **Strategic Planning Update** – No update currently.

NEW BUSINESS

- **Surplus old Medic 5** – District 12 out of Klickitat showed interest in Medic 5, they were using an old van. The ambulance will stay in county. Their chief drove it off the lot yesterday.

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- **12-hour stipend** – Transfers have been staffed well but have slowed this month. Currently there is nowhere to transfer patients to, hospital beds are at full capacity.
- **Review employment contracts** – Director Virts and the other board members agreed they needed to move to executive session to discuss Chief Harryman and Finance Administrator, Erika Cooper’s employment contracts.
- **COVID-19 vaccine mandate** – The district needs a motion to move forward to adhere to the mandate and accommodate on case-by-case basis. We can’t put the whole district at risk. Director McCray made a motion to move forward, Director Stopsack seconded the motion. Director Gilmer questioned if we needed a motion or if the board could just direct Chief Harryman to do it. Director Hiebert stated the hospital didn’t but she thought they should have. It’s controversial, better to have motion as presented per Director Virts to streamline things better for Chief Harryman so there are no questions. Director Stopsack will look for sample documents for Chief Harryman. The board then voted; the motion carried unanimously.

COMMITTEE REPORTS

Grant Committee (Gilmer)

No update currently.

Bond Committee/Congressional Application (Gilmer)

Interested in moving forward with LOCAL grant. Infrastructure money is available for the district. There would be an investment upfront but being ready would be beneficial.

Good of the Order

Director Virts asked Director Hiebert to become a member of the Finance Committee. Director Hiebert stated she would be happy to join and inquired when and where the meetings were. Director Stopsack stated Yakima Nations impact statement mentions EMS but does not know much about us, they have us listed as EMS Klickitat Valley Hospital. Director Stopsack would like to reach out to them and start a discussion to offer services.

Executive Session

The board went into executive session to discuss employment contracts of Chief William Harryman and Finance Administrator, Erika Cooper. The executive session lasted from 4:50-5:30. Director Virts will discuss with Chief Harryman and Erika what was discussed.

Future Meeting Dates

The next regular meeting will be September 23, 2021, at 3:00 pm Via Zoom conference call.

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ADJOURNMENT

There being no further business to come before the Board of Directors, Director Hiebert moved that the meeting be adjourned at 5:33 pm. Director McCray seconded the motion. The motion carried unanimously.

DocuSigned by:

Charles Virts

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Chair of the Board of Directors

DocuSigned by:

Heiko Stopsack

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Secretary of the Board of Directors